



COTTONWOOD HEIGHTS PLANNING COMMISSION MEETING AGENDA

Notice is hereby given that the Cottonwood Heights Planning Commission will hold a **Work Session Meeting** (Room 124, City Council Conference Room) beginning at **5:00 p.m.** and a **Business Meeting** (Room 5, Council Chambers) beginning at **6:00 p.m. on Wednesday, December 6, 2017**, located at 2277 East Bengal Boulevard, Cottonwood Heights, Utah.

5:00 p.m. WORK SESSION (Room 124)

1.0 Review Business Meeting Agenda

(The Commission will review and discuss agenda items.)

2.0 Additional Discussion Items

The Commission may discuss the status of pending applications and matters before the Commission and new applications and matters that may be considered by the Commission in the future.

2.1 Public Comment / Communication Policy Update

The Commission and staff will discuss a new policy

6:00 p.m. BUSINESS MEETING (Room 5)

1.0 WELCOME/ACKNOWLEDGEMENTS – Commission Chair

2.0 CITIZEN COMMENTS

(Please note: In order to be considerate of everyone attending the meeting and to more closely follow the published agenda times, public comments will be limited to three minutes per person per item. A spokesperson who has been asked by a group that is present to summarize their concerns will be allowed five minutes to speak. Comments which cannot be made within these limits should be submitted in writing to the City Planner prior to noon the day before the meeting.)

3.0 PUBLIC HEARINGS

3.1 (Project #ZTA-17-002)

Public comment on a city-initiated proposal to create an Accessory Dwelling Unit ordinance.

3.2 (Project #CUP-17-011)

Public comment on a request from David Kim for conditional use and site plan approval to operate a professional office use at 2044 E Fort Union Boulevard.

3.3 (Project #SUB-17-006)

Public comment on a request from Castlewood Development for preliminary plat approval of a 15-lot subdivision at 2856 E Bengal Boulevard.

3.4 **(Project #ZMA-17-005)**

Public comment on a request from Mark & Rhonda Swant for a zone map amendment to the properties located at 6672 & 6690 S Highland Drive (rezone from R-1-8 to Residential Office).

4.0 **ACTION ITEMS**

4.1 **(Project #SUB-17-004)**

Action on a request from Regal Investments, LLC for a plat amendment to the Giverny Planned Unit Development located at approximately 9216 S Wasatch Boulevard.

4.2 **(Project #CUP-17-008)**

Action on a request from Canyons School District for conditional use approval to construct a public facilities electronic display sign at Ridgecrest Elementary School; 1820 E 7200 S.

4.3 **(Project #ZTA-17-002)**

Action on a city-initiated proposal to create an Accessory Dwelling Unit ordinance.

4.4 **(Project #CUP-17-011)**

Action on a request from David Kim for conditional use and site plan approval to operate a professional office use at 2044 E Fort Union Boulevard.

4.5 **(Project #SUB-17-006)**

Action on a request from Castlewood Development for preliminary plat approval of a 15-lot subdivision at 2856 E Bengal Boulevard.

4.6 Approval of minutes for November 1, 2017

5.0 **ADJOURNMENT**

By Thursday, November 30th a copy of the foregoing notice was posted in conspicuous view in the front foyer of the Cottonwood Heights City Offices, Cottonwood Heights, Utah. A copy of this notice was emailed to the Salt Lake Tribune and Deseret News, newspapers of general circulation in the City by the Office of the City Recorder. The Agenda was also posted on the City's website at www.cottonwoodheights.utah.gov and the State Public Meeting Notice website at <http://pmn.utah.gov>

DATED THIS 30TH DAY OF NOVEMBER, 2017

Paula Melgar, City Recorder

Planning Commissioners may participate in the meeting via telephonic communication. If a Commissioner does participate via telephonic communication, the Commissioner will be on speakerphone. The speakerphone will be amplified so that the other Commissioners and all other persons present in the room will be able to hear all discussions. In compliance with the Americans with Disabilities Act, individuals needing special accommodations or assistance during this meeting shall notify the City Recorder at (801)944-7021 at least 24 hours prior to the meeting. TDD number is (801)270-2425 or call Relay Utah at #711. If you would like to submit written comments on any agenda item they should be received by the Planning Division no later than Tuesday at noon. Comments can be emailed to bberndt@ch.utah.gov. After the public hearing has been closed, the Planning Commission will not accept any additional written or verbal comments on the application.



MEMORANDUM

To: Cottonwood Heights Planning Commission
From: Mike Johnson, Senior Planner (801) 944-7060
Meeting Date: December 6, 2017
Subject: Proposed Ordinance Chapter – Accessory Dwelling units

REQUEST

At the direction of the City Council, staff is proposing a new zoning ordinance chapter for the purpose of regulating accessory dwelling units (such as basement apartments). The proposed ordinance provides a regulatory process to license and properly permit accessory dwelling units in single-family residential zones.

BACKGROUND

Accessory dwelling units are currently prevalent throughout the city, although they are not referenced and are therefore technically prohibited by code. The general purpose of this proposed ordinance is to ensure that accessory dwelling units are constructed in accordance with proper life safety standards and to add regulations to limit the impact of such units in residential areas. Standards for occupancy, parking, building standards, inspection, etc. are included in the proposed ordinance.

Staff will make a complete presentation of the current draft ordinance at the September 6, 2017 planning commission. The current draft ordinance is attached to this memo.

RECOMMENDATION

Staff recommends that the planning commission review the proposed Accessory Dwelling Unit ordinance, make any changes it feels necessary, and forward a recommendation to the City Council.

MODEL MOTIONS

Approval

I move that we forward a positive recommendation to the City Council for project ZTA-17-002, a city initiated request to create an Accessory Dwelling Unit (ADU) ordinance.

Denial

I move that we forward a negative recommendation to the City Council for project ZTA-17-002, a city initiated request to create an Accessory Dwelling Unit (ADU) ordinance, based on the following findings:

- List findings for negative recommendation...

Attachment:

- 08-15-2017 Draft Accessory Dwelling Unit Ordinance



Planning Commission
Meeting Date: December 6, 2017

**FILE NUMBER/
PROJECT NAME:** CUP-17-011

LOCATION: 2044 E Fort Union Blvd (Parcel no. 22-27-101-044)

REQUEST: Conditional use approval of a professional office

OWNER: David Kim

APPLICANT: Plan Point Construction (801-577-5586)

RECOMMENDATION: APPROVE, subject to conditions of approval

APPLICANT'S PROPOSAL

This proposal is to convert a single-family residential property at 2044 E Fort Union Blvd into a professional office.



The applicant is proposing to keep the existing structure, with an addition of a covered porch, an additional parking area, and improved landscaping. The applicant has submitted a site plan, landscaping plan, building elevations, and floor plans. Included in this report are copies of each relevant plan.

BACKGROUND

General Plan

The Fort Union corridor is envisioned to become a “Main Street” by the city’s General Plan. The property is located in the community sub-area district near Highland Drive, where people would walk to shops, entertainment, and housing all directly along Fort Union.

Zoning

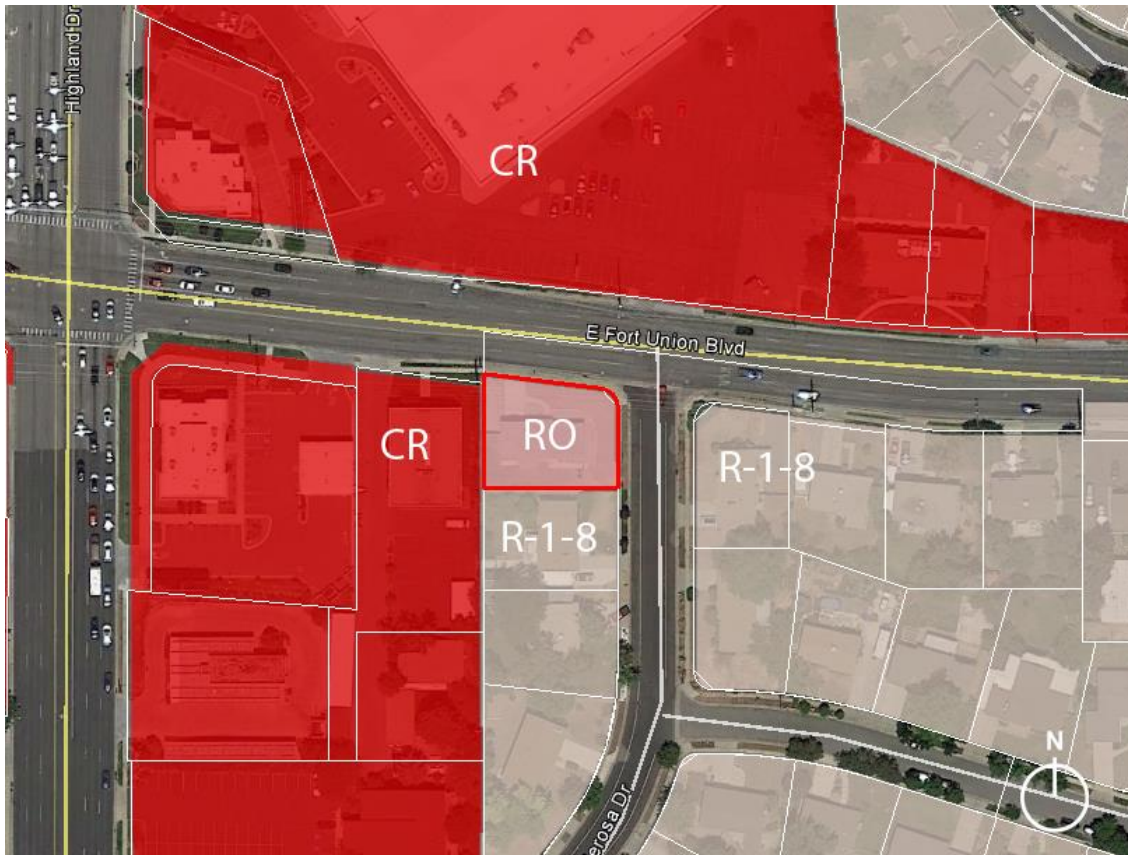
The zoning designation of the property is RO (Residential Office), which is intended to “provide for the conversion of existing blocks of dwellings to small offices in order to stabilize adjacent residential areas and prevent the intrusion of non-compatible commercial uses.” The proposed use of a professional office is a conditional use in the RO zone (19.35.030). The applicant is not proposing any change or modification to the existing zoning designation of the property, and has designed the proposal in accordance with RO development standards.

Analysis: Preliminary site plan reviews have been completed for compliance with zoning requirements. Any significant change to the site plan requires further planning commission review and consideration.

CONTEXT

Adjacent Zoning & Land Use

- North: Zoning – CR (Regional Commercial); Use –Retail Grocery Store
- South: Zoning – R-1-8 (Residential Single-Family); Use – Single-Family Home
- East: Zoning – R-1-8 (Residential Single-Family); Use – Single-Family Home
- West: Zoning – CR (Regional Commercial); Use – Office



Proposed Development Information

- Existing Use –Residential
- Proposed Use – Professional Office
- Lot Size – 0.19 acres (8,276.4 square feet)
- Structure Size – 1,125 square feet
- Parking Required – 2.84 vehicles per 1,000 square feet based on ITE standards
- Parking Provided – 3 stalls (1 handicapped)
- Lot Coverage Required – 50% maximum
- Lot Coverage Provided – 13.5%
- Building Height Allowed – Two stories or 35' (19.35.080)
- Building Height Provided – Single story, approx. 18', no proposed height increase

Noticing

Property owners within 1000 feet of the property were mailed notices postmarked 11/21/17.

PERTINENT INFORMATION

Architectural Review

The Architectural Review Commission (ARC) is required to review the proposed development, as required by 19.49.060 (Gateway Overlay District):

"All development, except for ordinary maintenance and repair within the Gateway Overlay District must be approved by the ARC in accordance with the adopted design guidelines."

A certificate of design compliance from the ARC will be required as a condition of approval.

Curb, Gutter, Sidewalk, and Driveway

Curb, gutter, and sidewalk currently exist along the frontage of the property. If found to be below current city standard, the applicant will be responsible for necessary upgrades. The existing infrastructure will be inspected prior to the issuance of any building permit.

Parking

Per the ITE (Institute of Transportation Engineers) Parking Generation Manual, there is a minimum requirement of 2.84 parking stalls per 1,000 square feet gross floor area. Section 19.80.050 of the zoning ordinance allows parking calculations based on the building size to be made using net square footage. The applicant's proposed floor plans indicate that 990 square feet will be used to conduct business. The ITE Manual requires 3 parking spaces for an office of this size. The proposal includes 3 parking stalls.

Prior to final construction approval and building permit issuance, the applicant will be required to comply with all applicable ADA standards for accessible parking stalls and walkways.

Screening

The site will be required to comply with all screening requirements found in 19.40.150 of the zoning ordinance. These requirements will ensure that all trash enclosures and ground-mounted mechanical equipment is completely screened from view.

Landscaping

A landscaping plan has been submitted by the applicant and is attached for reference. The RO zone requires a dedication of 10% of the gross acreage to landscaping (19.35.130). The proposal includes 1,905 square feet, or approximately 23%, of landscaped area. The landscape plan includes new trees in the front yard with additional shrubs and ornamental grasses planted on site.

Signage

No signage is proposed as part of this application. Any signage will be subject to applicable requirements of the zoning ordinance (19.82 – Signs). All signs require a building permit prior to construction.

Attachments

1. Conditions of Approval
2. Findings
3. Model Motions
4. Site/Landscaping Plan
5. Building Architecture / Elevations

CONDITIONS OF APPROVAL

Staff Recommends APPROVAL of the conditional use and site plan with the following conditions:

1. A construction mitigation plan shall be submitted prior to construction addressing construction hours, construction vehicle parking, deliveries, stockpiling and staging, trash management and recycling of materials, dust and mud control, noise, grading and excavation, temporary lighting, and construction signage;
2. A certificate of design compliance issued by the ARC shall be required before proceeding with construction;
3. The applicant shall address all technical corrections, as directed by city staff and prepared in the form of project review letters, prior to issuance of a building permit. A set of plans, with all technical corrections addressed, will be added to the conditional use project file and will constitute final approval;
4. The applicant shall meet all relevant portions of Chapter 14 (Highways, Sidewalks and Public Places), chapter 19.40 (Regional Commercial), chapter 19.87 (Site Plan Review Process), chapter 19.84 (Conditional Uses), chapter 19.80 (Off Street Parking Requirements), and all other applicable laws, ordinances and regulations pertaining to the proposed use;

FINDINGS FOR APPROVAL

1. The proposed project meets the applicable provisions of Chapter 19.35, "Residential Office," of the Cottonwood Heights zoning ordinance;
2. The proposed project will continually meet the applicable provisions of Chapter 19.84, "Conditional Uses," of the Cottonwood Heights zoning ordinance;
3. The proposed project meets the applicable provisions of Chapters 19.80 and 19.87, "Off-Street Parking Requirements" and "Site Plan Review Process," respectively.
4. Proper notice of the public hearing was given.

MODEL MOTIONS

Approval

"I move that we approve project CUP-17-011, a request from David Kim for conditional use approval to convert an existing residential building into a professional office at 2044 E Fort Union Blvd, subject to all provisions in the staff report dated December 6, 2017 and all conditions of approval:

- Add any additional conditions...
- Add any additional findings...

Denial

"I move that we deny project CUP-17-011, a request from David Kim for conditional use approval to convert an existing residential building into a professional office at 2044 E Fort Union Blvd, based on the following findings:

- List findings for denial...

Planning Commission
Meeting Date: December 6, 2017



**FILE NUMBER/
PROJECT NAME:** SUB-17-006

LOCATION: 2856 E Bengal Boulevard (parcel #22-35-102-049)

REQUEST: Preliminary plat approval for a 15-lot subdivision

OWNER: Ivory Development, LLC

APPLICANT: Castlewood Development (Duaine Rassmusen)

RECOMMENDATION: APPROVE, subject to conditions of approval

APPLICANT'S PROPOSAL

The applicant is requesting preliminary plat approval to develop a 15-lot single-family subdivision on the property located at 2856 E Bengal Boulevard. The total acreage of the proposed subdivision is 5.124 acres (223,201.44 square feet), and the property is located within the R-1-10 zoning district, meaning all proposed lots must be a minimum of 10,000 square feet. The planning commission will be reviewing the proposed subdivision for compliance with the Cottonwood Heights Subdivision Ordinance (Title 12). The applicant is currently seeking preliminary plat approval from the commission.



BACKGROUND

General Plan and Zoning

The Cottonwood Heights General Plan dictates the will of the City as it relates to various types of land uses. The land use designation for the subject property is Residential – Low Density, which has the following purpose:

Residential – Low Density districts are residential areas that contain between 2.5 and five (5) dwelling units per acre. Properties that are assigned the Residential – Low Density classification are generally (but not necessarily limited to) neighborhoods consisting of single-family dwellings.

The zoning designation of the subject property is R-1-10 (Residential Single-Family Zone). The purpose of the R-1-10 zone is “to allow for the establishment of single-family homes organized in low-density residential neighborhoods characteristic of traditional suburban residential developments.

The applicant is not proposing changes to the land use designation or the zoning designation of the property. All proposed lots are required to meet all provisions found within the R-1-10 ordinance. All lots will meet the minimum size and frontage requirements of the R-1-10 zone.

Subdivision Ordinance

Title 12 of the Cottonwood Heights Municipal Code dictates the planning commission’s role in subdivision plat approval. In particular, approval from the commission is necessary for preliminary plats of subdivisions with more than 10 lots. Chapter 12.12.030 defines the approval process:

Following a review of the preliminary plat by the planning commission, the community development department and other interested city departments, the planning commission shall act on the plat as submitted or modified. The planning commission shall not act upon any preliminary plat unless written approval has been received from the community development department and such other concerned agencies, including, but not limited to agencies and departments of city government, as the planning commission shall from time to time require. If the plat is approved, the planning commission shall express its written approval with whatever conditions reattached, by returning one copy of the preliminary plat, signed by the community development director or his designated representative, to the subdivider. One other signed copy shall be given to the community development department, one copy shall be retained by the planning commission and one other copy of the approved plat returned to the developer’s engineer. If the preliminary plat is disapproved, the planning commission shall indicate its disapproval in writing and give reasons for such disapproval by means of signed copies. The receipt of a signed copy of the approved preliminary plat shall be authorization for the subdivider to proceed with the preparation of specifications for the minimum improvements required in chapter 12.24 of this title and with the preparation of the final plat.

The applicant’s proposal has been reviewed by the city’s Development Review Committee (DRC) including zoning, fire, public works, and engineering. This staff report shall constitute the DRC’s written approval of the preliminary plat, subject to correction items submitted to the applicant in writing, and subject to any conditions of approval in this staff report (and as amended by the planning commission).

The DRC's written approval shall only be construed to constitute authority to proceed with the planning commission's consideration of the preliminary plat.

If the planning commission approves the preliminary plat, staff will continue to work with the applicant to ensure that all conditions of approval are addressed, and will proceed with preparation of the final plat and final construction plans.

Public Comment

As of 11/29/2017, staff has received no public comments pertaining to the project.

DEVELOPMENT INFORMATION

Road Infrastructure

The applicant is proposing to construct a public street accessed via Bengal Boulevard. The street is approximately 840' in length. An additional public street will be developed and will stub into the adjacent unsubdivided property to the east. A connection to this stub road will be required by any future adjacent development, and will continue the public street network.

Traffic Impact

The addition of 15 additional single family homes will create an impact on the current public streets, but there is not a concern that the new development will overburden the capacity of Bengal Boulevard. As a standard of practice, the city engineer will require a traffic report completed by a licensed traffic engineer to verify that no additional traffic mitigation measures are necessary. Any required traffic mitigation will be a condition of final development approval.

Density

Based on a gross property size of 5.124 acres, and a minimum lot size of 10,000 square feet, the maximum gross density possible on site (excluding consideration of roads, slopes, retention, etc.) is 22 lots. The proposal of 15 lots is within the allowable density on the property.

Storm Drain and Utilities

The current storm drain plan proposed to carry drainage off-site, through the Watson Hollow subdivision, and into an off-site retention area that will also be used to accommodate drainage for Watson Hollow and Watson Hollow Phase II. The storm drain and utility plans submitted are subject to change prior to final approval. Current and future submittals are subject to review and approval by the city public works department and the city engineer.

Fire Safety

The preliminary plat submittal has been reviewed, and preliminary approval was granted by the Unified Fire Authority on 11/28/2017.

Lighting

The applicant will be required to install street lights in accordance with all applicable city ordinances and policies. This will be required as the applicant prepares final construction plans.

Landscaping and Open Space

The applicant is proposing to use a portion of the Watson Hollow open space to count for open space for the proposed subdivision. This will only be permitted if the subject area is legally owned by the applicant. Further submittals shall show this property line adjustment in order to count that open space for this project. The minimum open space requirement for the subdivision is 10% of the gross acreage (22,321 square feet). The current proposal, including the off-site portion, includes 22,362 square feet.

Per the subdivision ordinance, the city's community development department is requiring street trees to be planted in the park strip throughout the subdivision. Approval of street trees is subject to the applicant submitting a landscaping plan for review.

Bond for Public Improvements

Prior to construction, the applicant will be required to submit a bond for all public improvements, as required by City ordinance. Improvements that require bonding include, but are not limited to: public streets, curb, gutter, sidewalk, storm drain, street lights, landscaping, etc.

Attachments

1. Conditions of Approval
2. Sample Motions
3. Preliminary Plat

CONDITIONS OF APPROVAL

1. The applicant shall provide written consent by all applicable property owners for the use of privately property for improvements in the proposed subdivision (e.g. storm drain lines, retention, grading, etc.). Written consent is subject to review and approval by the city attorney;
2. The applicant shall complete any traffic impact analysis, as determined and required by the city engineer, and subject to review and approval by the city engineer;
3. The applicant shall address all technical correction items provided by staff, as found on official city review letters. Prior to final construction plan approval and final plat approval, all technical corrections shall be addressed and approved by applicable departments;
4. The applicant shall obtain all necessary permits pertaining to site work, grading, demolition, and construction, including a Construction Mitigation Plan in accordance with provisions found in chapter 19.76 of the zoning ordinance.

Findings

- The proposed subdivision is in conformance with the R-1-10 zoning requirements and the requirements of Title 12 (Subdivisions);
- The proposed subdivision has been reviewed and will continue to be reviewed by all pertinent city departments, and has received a favorable recommendation by the DRC to proceed to the planning commission for preliminary plat approval;
- The proposed subdivision plan meets, and will continue to meet all applicable provisions of Title 14 (Highways, Sidewalks and Public Places);

SAMPLE MOTIONS

Approval

I move that we approve project SUB-17-006, an application by Castlewood Development, for preliminary plat approval of a 15-lot subdivision located on the property at 2856 E Bengal Boulevard, including all conditions of approval found in the staff report dated December 6, 2017.

- List any additional conditions...
- List any additional findings...

Denial

I move that we deny project SUB-17-006, an application by Castlewood Development, for preliminary plat approval of a 15-lot subdivision located on the property at 2856 E Bengal Boulevard, based on the following findings:

- List findings for denial

Planning Commission
Meeting Date: December 6, 2017



**FILE NUMBER/
PROJECT NAME:**

ZMA-17-005

LOCATION:

6672 & 6690 S Highland Drive (parcels 22-21-432-011, 22-21-432-012)

REQUEST:

Zone change from R-1-8 (Single Family Residential) to RO (Residential Office)

OWNER:

Kim and Eric Montague

APPLICANT:

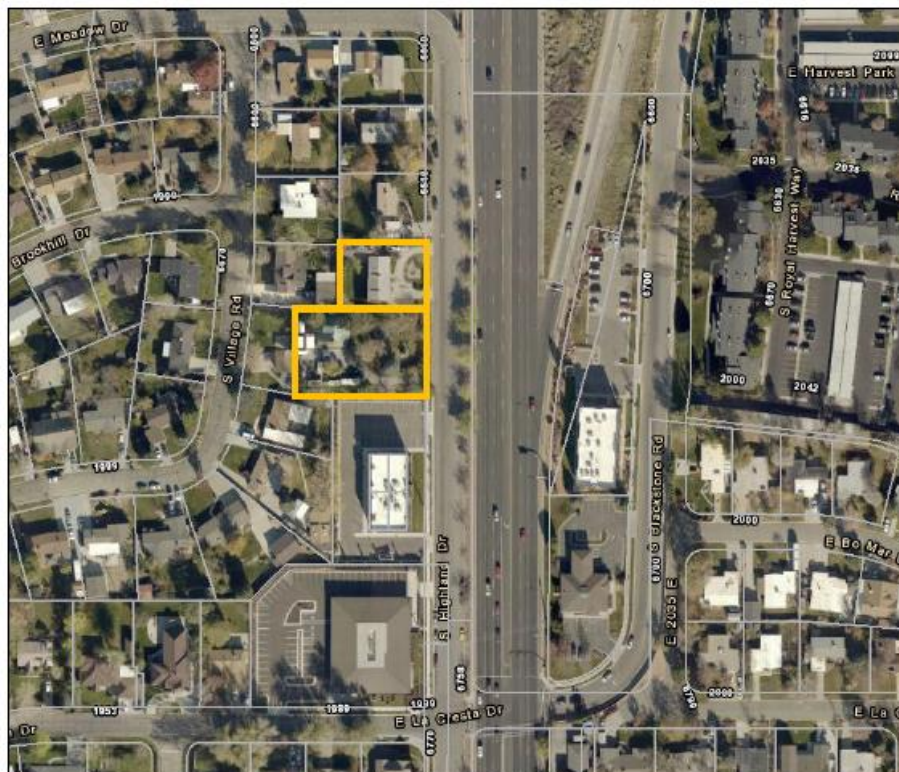
Mark and Rhonda Swant

RECOMMENDATION: APPROVE

APPLICANT'S PROPOSAL

The applicant is requesting a zone map amendment from R-1-8 (Single Family Residential) to RO (Residential Office) on two properties, located at 6672 & 6690 S Highland Drive. The existing zoning allows for single-family homes on properties with a minimum size of 8,000 square feet. The Residential Office zone allows for residential uses, along with various low-impact non-residential uses, including office buildings, daycares, studios, etc.

The cumulative size of the subject properties is 0.79 acre (34,412.4 square feet). The planning commission's role in the application is to receive public comments and make a recommendation to the City Council for final approval or denial of the proposed zone change.

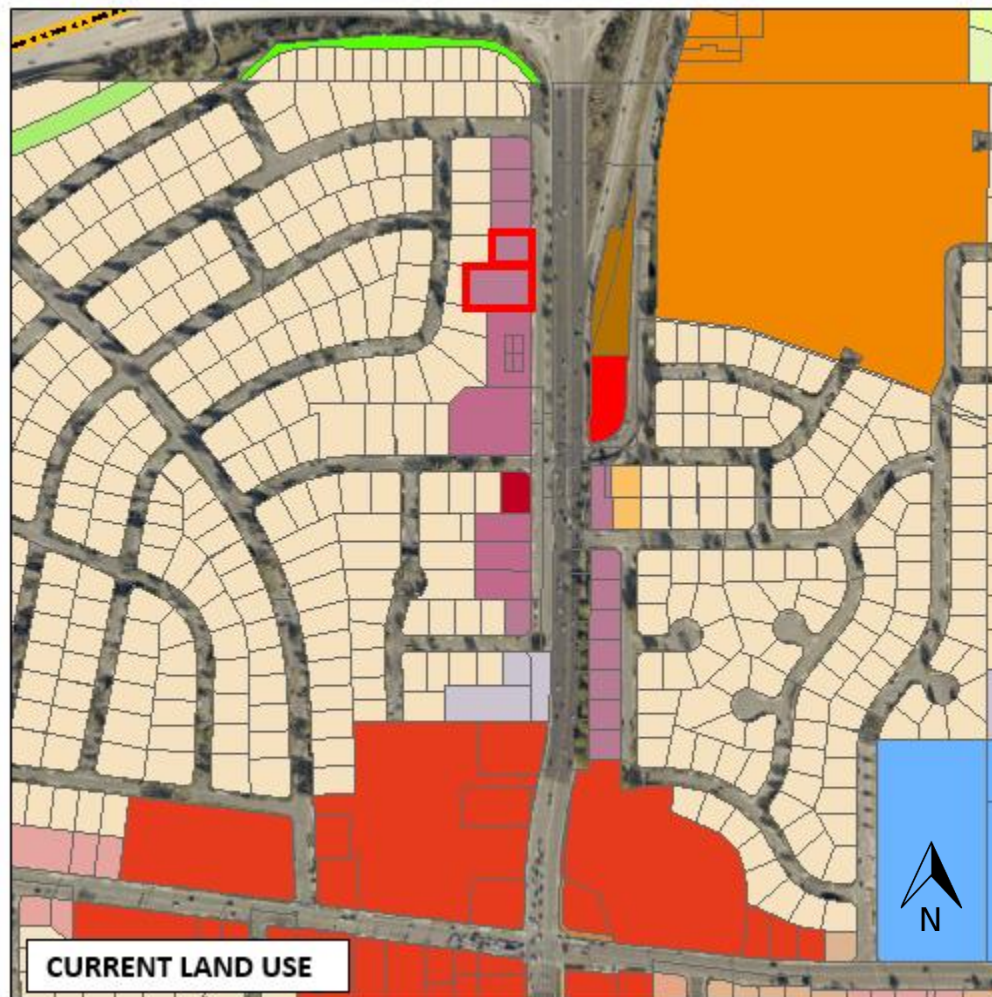


CONTEXT

General Plan

The General Plan is the city's guiding document for future growth and development of the community, and is used to help decision makers evaluate development proposals and implement a desired future for the community. Part of the General Plan is the Land Use element, which assigns a preferred land use designation for every property in the city. The subject properties' current land use designation is Residential Office. No change is proposed to this.

The lots along the frontage road west of Highland Drive have become less desirable as a residential area due to traffic volume and noise nearby. Originally, a zoning of CR (Regional Commercial) was applied to a property nearby. After that, it was determined that a more compatible land use type was needed to accomplish the goal of promoting redevelopment of underutilized property while providing an adequate buffer to existing adjacent residential uses. The Residential Office land use and designation was created for that purpose and applied to the subject properties, along with other nearby properties. In 2010, the city create a Residential Office land use designation as well as a Residential Office zone.

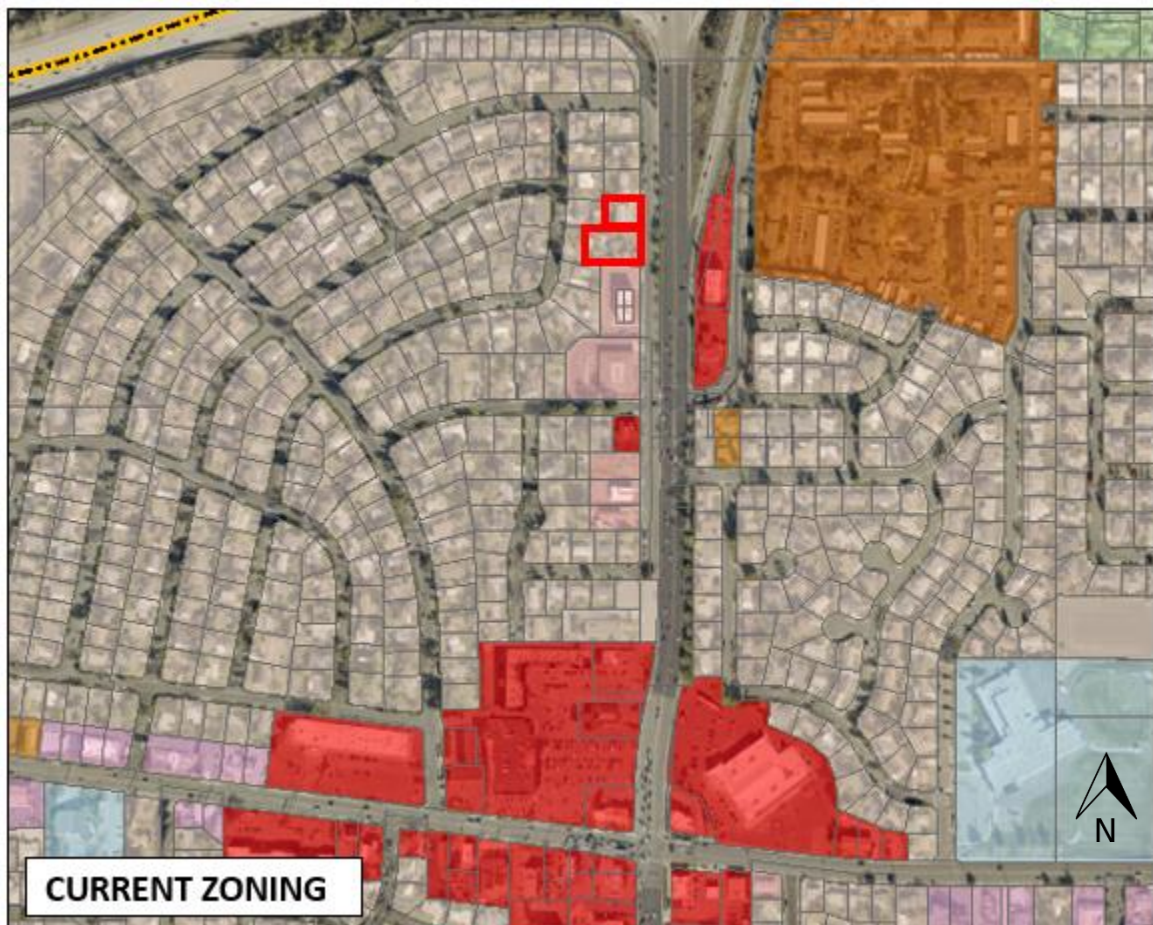


Zoning

The purpose of the Residential Office zone is as follows (per 19.35.010):

The RO zone is intended to provide for the conversion of existing blocks of dwellings to small offices in order to stabilize residential areas and prevent the intrusion of non-compatible commercial uses. This zone is intended to function as a transitional zone between existing residential and traditional commercial uses by preserving the residential scale, intensity of use and ultimate design of the project. The RO zone allows the conversion of existing residences to office use and the development of vacant parcels with new office buildings designed to be compatible with existing adjacent residential dwellings. Compatibility will be ensured through strict analysis of applicable relationship, adjacency, reciprocity and alignment of RO-zoned buildings in association with existing neighborhoods. The restrictions in the RO zone are intended primary for use in the city's older developed areas.

The RO zone is restricted to those locations and uses that will not materially increase traffic through residential neighborhoods, and it incorporates performance standards designed to prevent noise, lighting, parking and signs from intruding on or otherwise disrupting adjacent residential zones. Consequently, the RO zone is intended to accommodate small professional offices that attract a limited clientele, usually on an appointment basis. If such an operation later desires to expand, however, it is intended that the operation should relocate rather than enlarge the scope of the operation beyond the limits under this chapter.



Adjacent Zoning & Land Use

North:

- Zoning – R-1-8 (Single-Family Residential)
- Land Use – Residential Office

South:

- Zoning – RO (Residential Office)
- Land Use – Residential Office

East:

- Directly adjacent to Highland Drive frontage road and Highland Drive
- Zoning (across Highland) – CR (Regional Commercial)
- Land Use (across Highland) – Regional Commercial and Mixed Use

West:

- Zoning – R-1-8 (Single-Family Residential)
- Land Use – Low-Density Residential

BACKGROUND

One of the subject properties (6690 S Highland Drive) is currently in use as a single-family dwelling. The other (6672 S Highland Drive) is in use as a legal non-conforming commercial preschool.

Multiple properties on the same frontage road have been rezoned from R-1-8 to Residential Office since the Residential Office zoning and land use designations were created. Directly to the south of the subject properties, 5 residential properties were consolidated into 2 lots and rezoned to RO (Residential Office) in 2013. Those properties were later developed into a two-story dental office building (Cottonwood Dental) and a one-story medical office building (RAK Medical). Further south, two additional properties were previously rezoned to RO (Residential Office). One was developed as a one-story Pilates studio, and one is currently under development as a dental office building.

Staff Analysis - Given the setback and height restraints of the RO (Residential Office) ordinance, land uses that are generally utilized only on weekdays during standard business hours, and the excess capacity of the Highland Drive frontage road, staff finds that previous Residential Office projects have promoted reinvestment in an underutilized area and have effectively created a buffer between established single-family neighborhoods and the congested Highland Drive corridor.

ANALYSIS

Process

The planning commission's role in this application is to take public comment and make a recommendation of approval or denial to the City Council. The subject application is not specific to any proposed development project. Rather, it should be reviewed and considered based on the merits of what is potential under the RO (Residential Office) zoning chapter. Further consideration should be given to the city's General Plan document and Land Use map, as well as to the background of the area and what has previously occurred nearby.

Impact Analysis

Any future development proposal in the RO (Residential Office) zone will require full review by all applicable city departments. Any land use type that is not a single-family residence requires conditional

use and site plan approval by the planning commission. Additionally, development impacts such as hours of operation, traffic, utility capacity, lighting, noise, etc. will be addressed and mitigated through a specific development proposal.

A large storm-drain line was installed with the previous adjacent dental office building. That line is designed to accommodate additional capacity, and can be utilized for future developments along the Highland Drive frontage road.

Noticing

Notices were mailed to all property owners within 1000' of the subject properties using the city's most recent parcel ownership data from the Salt Lake County Assessor. A copy of the notice was also posted on the state public meeting notice website, the city's website, the notice board at city hall, and in local newspapers (published in the Salt Lake Tribune and Deseret News on Saturday, November 25, 2017).

Attachments:

1. Findings for Recommendation
2. Model Motions
3. Applicant's Narrative
4. Current Land Use
5. Current Zoning
6. Proposed Zoning

FINDINGS FOR RECOMMENDATION

Staff's recommendation of APPROVAL of the proposed zone map amendment is based on the following findings:

1. The proposed zone map amendment is consistent with the General Plan and the city's land use designation for the subject properties;
2. The proposed zone map amendment is appropriate given the context of the surrounding developed environment, and past zone changes in the area;
3. The zone map amendment is being processed in accordance with the procedure outlined in 19.90.010, "Amendment Procedure," of the Cottonwood Heights Municipal Code;
4. Proper notice was given in accordance with all local and state noticing requirements.

MODEL MOTIONS

Approval

"I move that we forward a recommendation of approval to the City Council for project ZMA-17-005, a request from Mark and Rhonda Swant for a zone map amendment from R-1-8 to RO (Residential Office) on the properties located at 6672 and 6690 South Highland Drive, based on the findings in the staff report dated December 6, 2017."

- List any additional findings...

Denial

"I move that we forward a recommendation of denial to the City Council for project ZMA-17-005, a request from Mark and Rhonda Swant for a zone map amendment from R-1-8 to RO (Residential Office) on the properties located at 6672 and 6690 South Highland Drive, based on the following findings."

- List findings for recommendation of denial...

1. How will your proposed amendment conform to what is envisioned for the future of the site or area, as expressed in the General Plan?

We are proposing to change the zoning on two parcels to the Residential Office (RO) zoning from their current R-1-8 zoning. As per the official general plan map of Cottonwood Heights, this is the zoning that the city would like to see in that area.

2. What level and type of development currently exists in the area? If approved, how would development of the property under the new zoning be consistent with the existing development?

All along Highland Drive to the South of this property other residential lots have been changed to commercial buildings for various medical and dental uses. The existing development in the area is moving in the direction of Residential office, and these two parcels will make more contribution to the city as Commercial properties than as the residential zoning that they currently are. The new development that we are proposing will be a smaller office that will be compatible with the homes in the area as well.

3. If the amendment is approved, how would subsequent development affect demand on public services and facilities such as utilities, emergency services, schools, etc. Can you insure that any negative impact will be mitigated? How? A small medical office might use a little more of the public utilities than two single family homes. There shouldn't be any other negative effects of this small office building on public services. They will not need schools in the area for any reason and they wouldn't require emergency services any more than their surrounding neighbors. We will do our best to mitigate any negative effects of the project by following all of the cities guidelines and planning accordingly from the beginning.

4. If approved, how would the amendment affect public health, safety, and or general welfare? If approved, the amendment would have a positive impact on the surrounding public as we will bring a very nice building with a staff of experienced doctors and practitioners to the area.

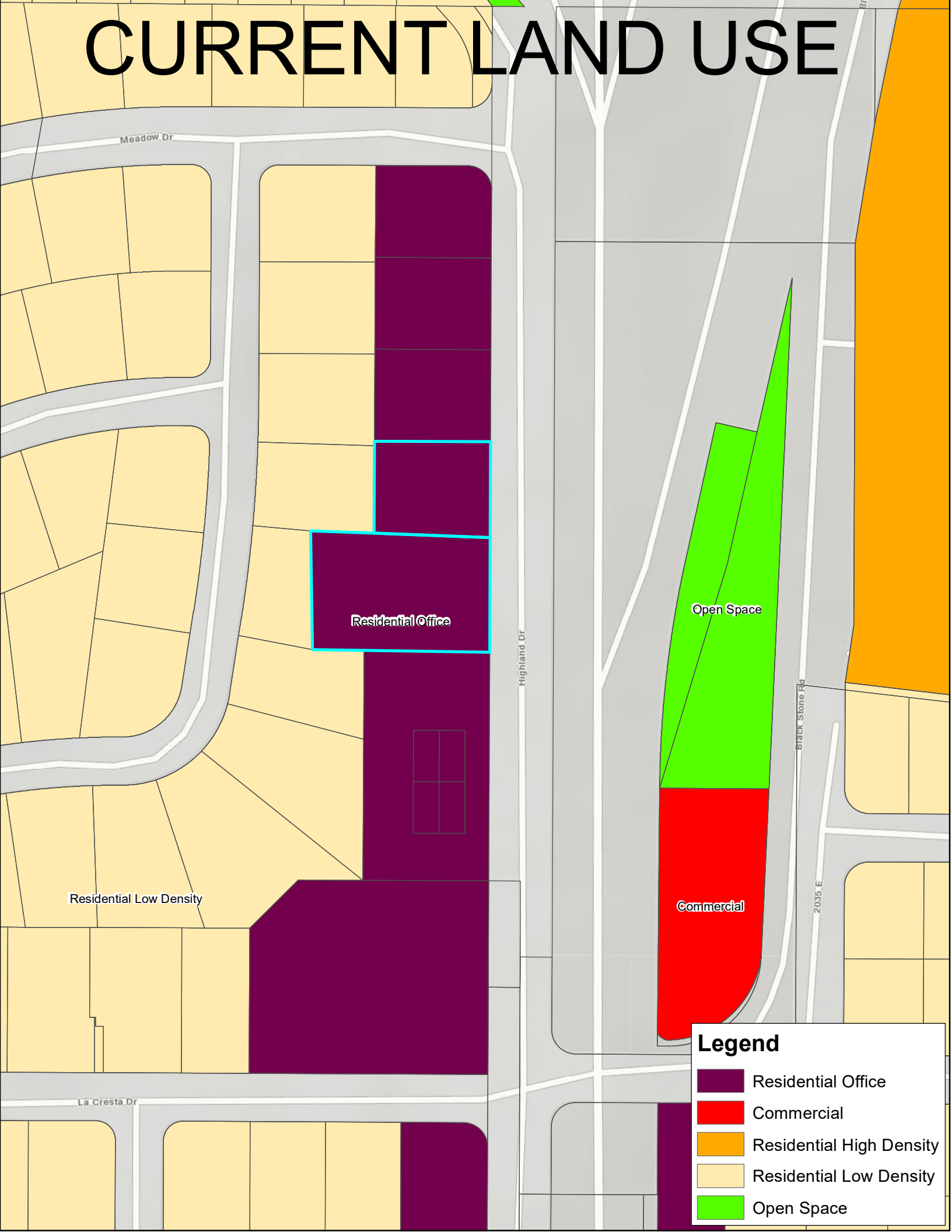
5. Disregarding any specific development that might be envisioned for the property following any proposed rezoning, discuss all the various uses that would be allowed under the current zoning; how would the proposed uses fit better with the area than the uses that are allowed under the current zoning? The uses that are currently allowed under the R-1-8 zoning are for residential purposes only. The proposed zoning use of RO would fit better because of all the development that is happening in and around this property that is also now part of the RO zoning. It would be a better fit for the city and extend a great showing for Cottonwood Heights as people get off the highway and enter your city with a gorgeous state of the art building that is small, but beautiful, and keeps other larger commercial users from getting close to the homes in the area.

6. What has changed since the zoning classification was established that makes this requested amendment necessary? When this zoning classification was established, this was a farm house on an orchard. Since then, the orchard has been broken up from one lot to hundreds of lots and the commercial buildings have begun to line Highland drive as a buffer between the homes and

the loud street. This building will act as a small commercial buffer between homes and the busy roads to the East.

7. [Disregarding any benefit to the specific property owner or developer, how will your proposal benefit the community as a whole? How will it outweigh any negative impacts of the change that is proposed?](#) The community will benefit from a top notch medical clinic close by. The taxes generated for the city will be better because of the development, and the clinic will bring people from all over town to Cottonwood Heights (on an appointment only basis.) There is a chance for all the surrounding businesses to be positively impacted as well. The only negative impacts that this building could possibly have is that a small office will use more utilities than a single-family residence will, and the positives of what this office will bring surely outweigh that! (Or at least we think so!)
8. [How does the proposed amendment further the purposes of the current zoning ordinance as outlined in Title 19.02.020](#) – The RO zone is intended to provide for the conversion of existing blocks of dwellings to small offices in order to stabilize adjacent residential areas and prevent the intrusion of non-compatible commercial uses. The RO zone allows the conversion of existing residences to office use. Compatibility will be ensured, and all of the guidelines outlined by the city will be followed. Our use will not increase traffic through residential neighborhoods as it is easy to get in and out of our parking lot from Highland Drive. All of the design regarding, parking lighting and signs will be in compliance with Cottonwood Heights code and will not disrupt other residential dwellings.
9. [Which of the following has arisen that is not properly addressed in the current zoning ordinance or general plan?](#) The provisions of the zoning ordinance should be brought into conformity with the General Plan. See the Cottonwood Heights Official Land Use General Plan Map for details.

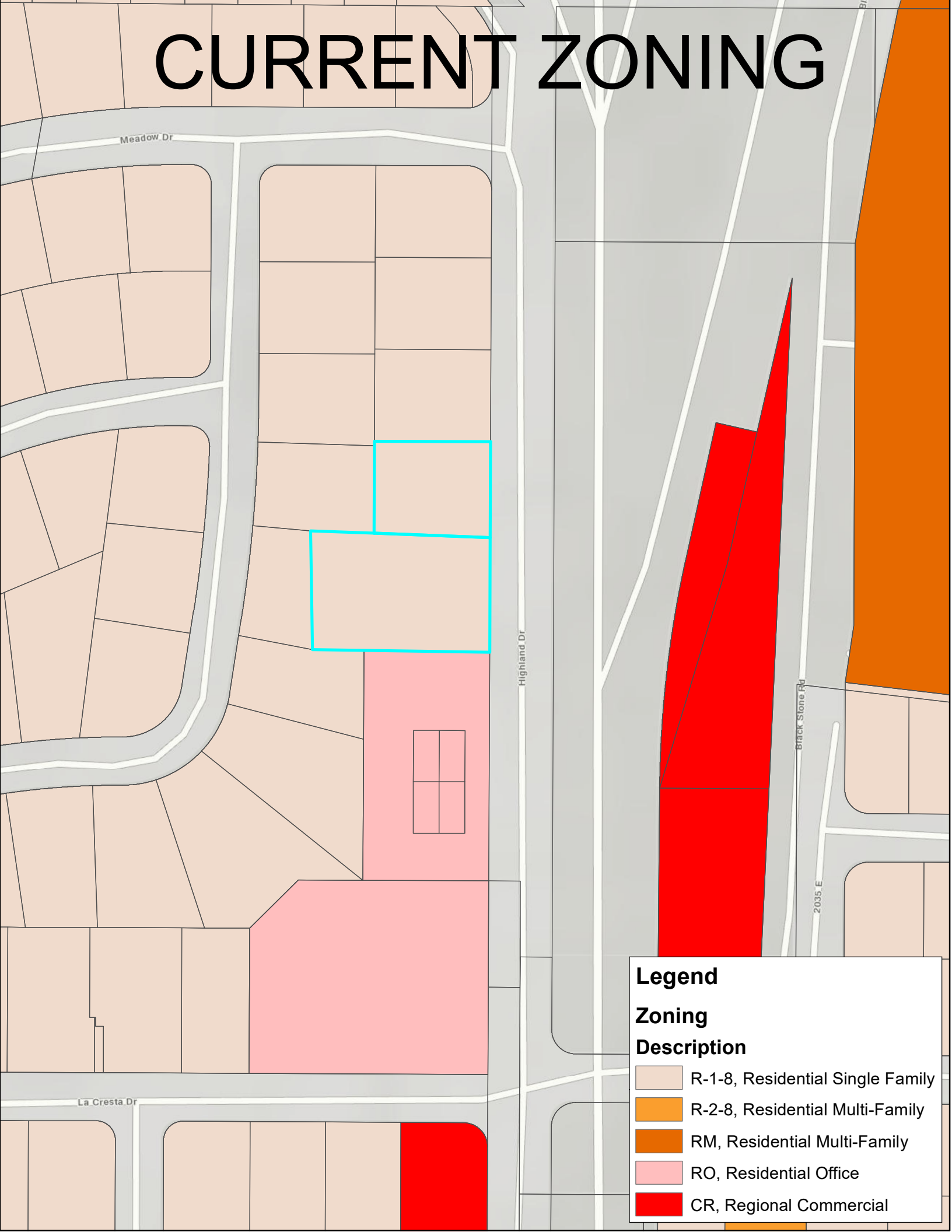
CURRENT LAND USE



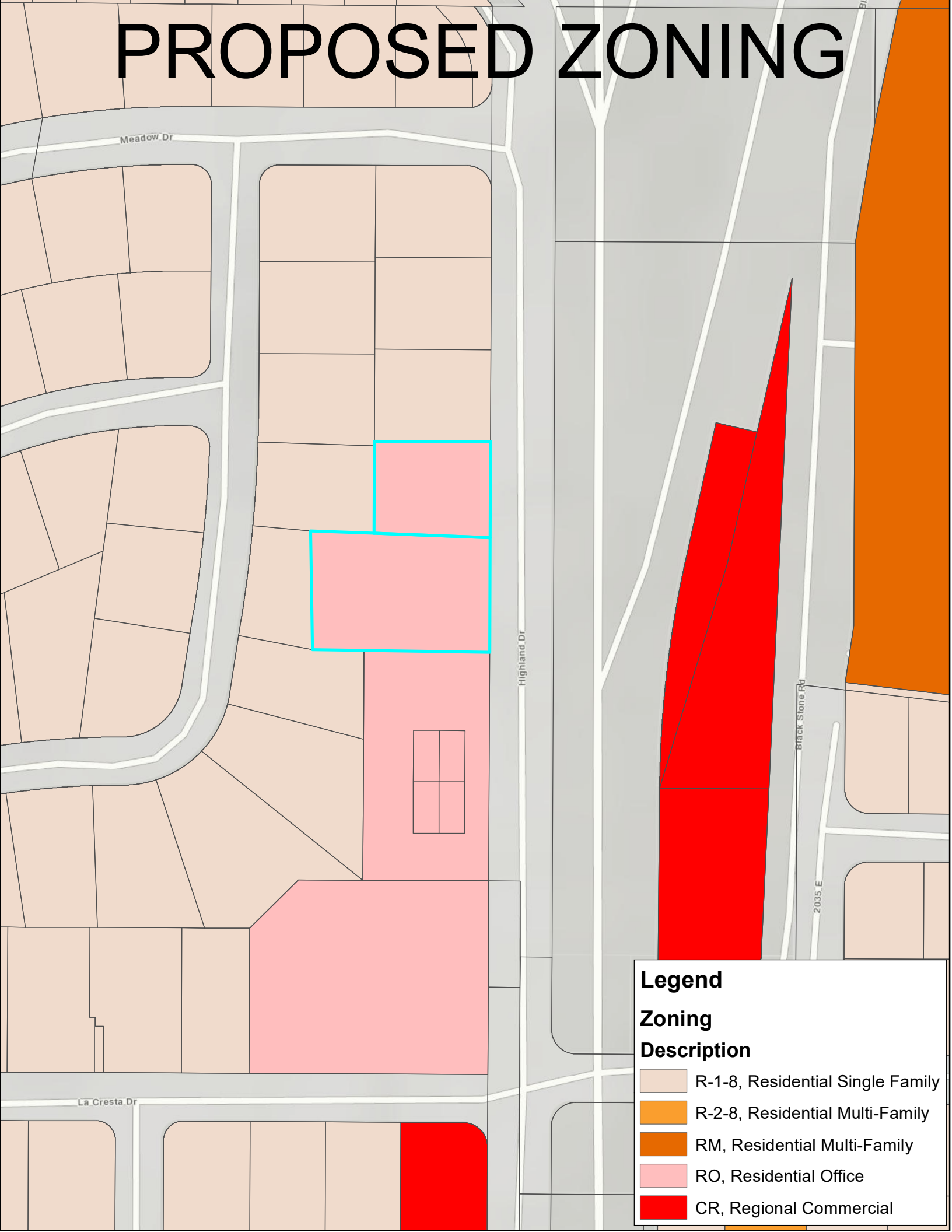
Legend

- Residential Office
- Commercial
- Residential High Density
- Residential Low Density
- Open Space

CURRENT ZONING



PROPOSED ZONING



Planning Commission Staff Report
Meeting Date: October 4, 2017



**FILE NUMBER/
PROJECT NAME:** SUB-17-004; Giverny Plat Amendment

LOCATION: Giverny PUD; 9216 South Wasatch Boulevard (Parcel #28-01-351-002)

REQUEST: Add the property at 9216 S Wasatch Blvd to the Giverny Planned Unit Development

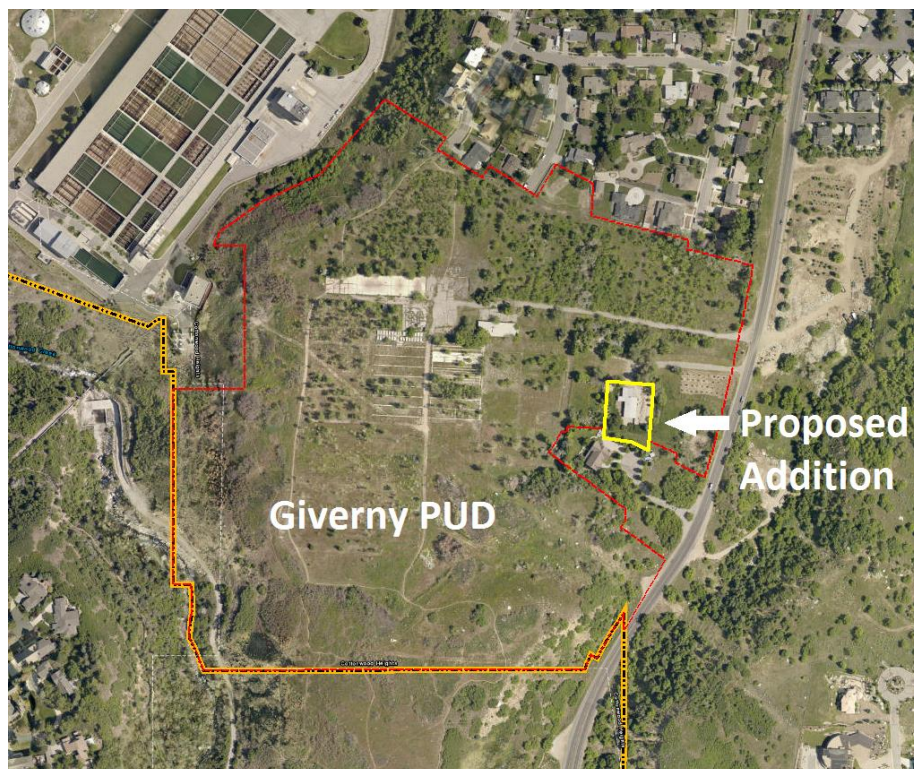
APPLICANT: Regal Investments, LLC (801-232-9440)

ENGINEER: Ensign Engineering (435-843-3590)

RECOMMENDATION: APPROVE subject to attached conditions of approval

APPLICANT'S PROPOSAL

The applicant is requesting preliminary plat approval to amend the Giverny Planned Unit Development (PUD) by adding the property at 9216 S Wasatch Blvd to the development. No other changes to the layout or dimensions of any lots are proposed. This request constitutes an amendment to the Giverny PUD.



BACKGROUND

Zoning Ordinance

Because no changes in lot sizes, shapes, or dimensions are proposed, a zoning analysis is not pertinent. The applicant is proposing to use the newly added property as a common area parcel, not as a building lot. No new zoning or setback designations are required at this time. Per the applicant's narrative, the eventual intent of the additional property is to become additional common space for the subdivision.

Subdivision Ordinance

Title 12 of the Cottonwood Heights Municipal Code dictates the Planning Commission's role in subdivision plat approval. In particular, Planning Commission approval is necessary for amendments to existing subdivisions. Chapter 12.26.010 defines the approval process:

The planning commission may, with or without a petition, consider any proposed vacation, alteration, or amendment of a subdivision plat, any portion of a subdivision plat, or any street, lot, or alley contained in a subdivision plat at a public hearing.

Analysis: Because the proposed amendment is an addition to an existing subdivision (Giverny PUD), a public hearing before the planning commission is required. The original Giverny subdivision plat was recorded on January 11, 2017.

Noticing

In accordance with the Cottonwood Heights Subdivision ordinance (Chapter 12.26.010(A)), notice is required to be sent to property owners within 400 feet of the property that is subject to the proposed plat change. Notices were sent out to all property owners within 1000 feet of Giverny PUD.

CONTEXT

Adjacent Land Use and Zoning

The Giverny PUD is located in the R-1-8 (Residential Single Family) zoning district. The Golden Hills subdivision to the north is also in the R-1-8 zoning district. The area to the south of the property is in unincorporated Salt Lake County and the area to the west is Sandy City. The property across Wasatch Boulevard to the east is currently undeveloped and zoned R-1-15.

Attachments

1. Conditions of Approval
2. Sample Motions
3. Existing Subdivision Plat
4. Proposed Plat Amendment

CONDITIONS OF APPROVAL

1. The applicant shall work with staff to address all technical corrections on the preliminary plat, in compliance with all applicable city ordinance regulations;
2. All applicable conditions from the original Giverny PUD (project #PUD-14-001) approval will apply.

Findings for approval:

- The proposed subdivision meets the applicable provisions of the Cottonwood Heights subdivision ordinance and the Cottonwood Heights zoning ordinance;
- Proper notice was given in accordance with local and state requirements;
- A public hearing was held in accordance with local and state requirements;

SAMPLE MOTIONS

Approval

I move that we approve project SUB-17-004, a request from Regal Investments, LLC for a plat amendment to the Giverny Planned Unit Development located at approximately 9216 South Wasatch Boulevard, including all conditions and findings in the staff report dated October 4, 2017.

- List additional conditions...
- List findings for additional conditions...

Denial

I move that we deny project SUB-17-004, a request from Regal Investments, LLC for a plat amendment to the Giverny Planned Unit Development located at approximately 9216 South Wasatch Boulevard, based on the following findings:

- List findings for denial...



Planning Commission
Meeting Date: December 06, 2017

**FILE NUMBER/
PROJECT NAME:** CUP-17-008

LOCATION: Ridgecrest Elementary School – 1820 E 7200 S (parcel #22-28-252-051)

REQUEST: Conditional use permit – 6’ electronic display monument sign

OWNER: Canyons School District

APPLICANT: Jake Thomas, Canyons School District (801-826-5157)

RECOMMENDATION: APPROVE, subject to conditions of approval

APPLICANT’S PROPOSAL

The applicant is requesting approval of a conditional use permit to construct a 6’ electronic display monument sign in the parking lot of Ridgecrest Elementary, located at 1820 E 7200 S. The planning commission will be reviewing the proposed electronic display sign for compliance with chapter 19.82 (Signs) of the Zoning Ordinance.



BACKGROUND

Zoning Ordinance

Public Facilities Zone (Chapter 19.43)

The subject property is located in the Public Facilities (PF) zone. Uses allowed in the PF zone include: public uses, quasi-public uses, agriculture, and accessory uses and buildings customarily incidental to permitted uses. The current use on the property, a public school, is considered a public use. The proposed electronic display sign is considered an accessory use incidental to the school.

Sign Ordinance (Chapter 19.82)

The proposed electronic display sign is considered a "Public Facility Electronic Display Sign," defined as follows in chapter 19.82.020:

"Public facility electronic display sign" or "PFEDS" means a monument sign or wall sign with an electronic display located in a PF (Public Facilities) zone.

19.82.100 provides the development standards and approval process for the construction of such electronic display signage. Any proposed PFEDS sign is subject to conditional use approval by the planning commission. Other applicable requirements are summarized as follows:

- Maximum size – 8' in height and no greater than 64 square feet;
- Maximum size of digital face – No more than 50% of the total size of the sign;
- Text, image, and graphics must be static, without continuation on the next image. Messages requiring multiple signs to comprehend are prohibited;
- Text and images must be of a size and shape to not cause drivers to reduce speed or become unreasonably distracted in order to comprehend the message;
- Animation, full motion video, flashing, scrolling, strobing, racing, blinking, changes in color, fade-in/fade-out, or any other motion or imitation of motion is prohibited;
- Minimum dwell time for each message – 8 seconds;
- Maximum transition time between signs – 0.25 seconds (i.e. effectively instantaneous);
- A PFEDS must be equipped with a dimmer that controls brightness based on natural ambient light conditions;
- PFEDS may not be illuminated, lit, or operated between 11:00 pm and 6:00 am;
- Certification and testing required within 10 days of installation to verify compliance with all codes, conditions, and regulations.

The above list is a summary of ordinance 19.82.100, but is not comprehensive. The ordinance contains additional technical requirements for signage brightness, verification of compliance, etc.

Staff Analysis: The current proposed sign complies with all size and dimensional requirements, and will be required to comply with all technical requirements found in the city ordinance. Compliance with these standards will be ensured through building permit review and on-site certification.

DEVELOPMENT PROPOSAL AND CONTEXT

Proposal Information:

- Maximum Size – 8' in height / 64 square feet in area
- Proposed Size – 6' in height / 50 square feet in area
- Maximum Digital Face Size – 25 square feet
- Proposed Digital Face Size – 24 square feet
- Minimum Setback – 18 inches
- Proposed Setback – approximately 27' to back of sidewalk / 37' to street

Adjacent Uses:

- North – Single-Family Residential (R-1-8)
- South – Ridgecrest Elementary (PF zone & subject property)
- East – Antczak Park (PF zone)
- West – Single-Family Residential (R-1-8)

Noticing

Mailing notices were sent to all property owners within 1000' of the subject property 14 days prior to the original hearing date of September 6, 2017. Subsequent to that meeting date, the public hearing was closed.

Attachments

1. Conditions of Approval & Findings
2. Sample Motions
3. Proposed Plans

CONDITIONS OF APPROVAL

1. The applicant shall comply with all public facilities electronic display signs (PFEDS) regulations, as found in chapter 19.82.100 of the zoning ordinance.

Findings

- The proposed public facilities electronic display sign shall comply with all applicable provisions of chapter 19.82 (Signs) of the zoning ordinance.

SAMPLE MOTIONS

Approval

I move that we approve project CUP-17-008, a request by Canyons School District, to construct and operate an electronic display monument sign on the property located at 1820 E 7200 S, subject to approved plans and all conditions of approval found in the staff report dated September 6th, 2017.

- List any additional conditions...
- List any additional findings...

Denial

I move that we deny project CUP-17-008, a request by Canyons School District, to construct and operate an electronic display monument sign on the property located at 1820 E 7200 S, based on the following findings:

- List findings for denial...

2286 S. 3270 W. Salt Lake City, UT
Phone: 801-972-5101
Fax: 801-972-2530
www.impact-signs.com

Copyright © 2009
All rights reserved. This drawing is the property of Impact Signs & Graphics, Inc. and is to be used for the specific project only. No part of this drawing may be reproduced without written permission from Impact Signs & Graphics, Inc.

CUSTOMER APPROVAL _____ DATE _____

Address: 5/11/17: Changed pylon design 5/17/17: Changed pylon design
Contact: 7/27/17: Complete design change?
Origin Date: 4/26/17 Revision: 8/2/17: New sign location & soff Page 1 of 1
Designer: BRYAN
Scale: 1/2" = 1'-0"

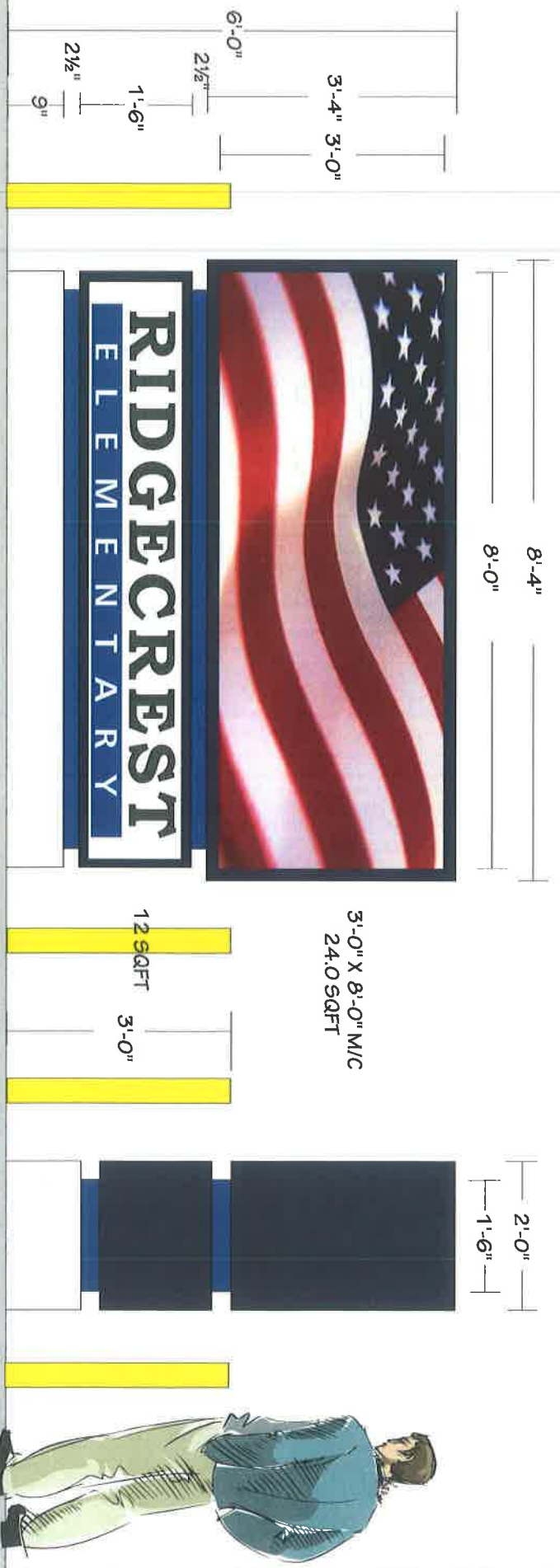
Sales Dept: _____ Designer: _____ Shop Production: _____ Install Manager: _____

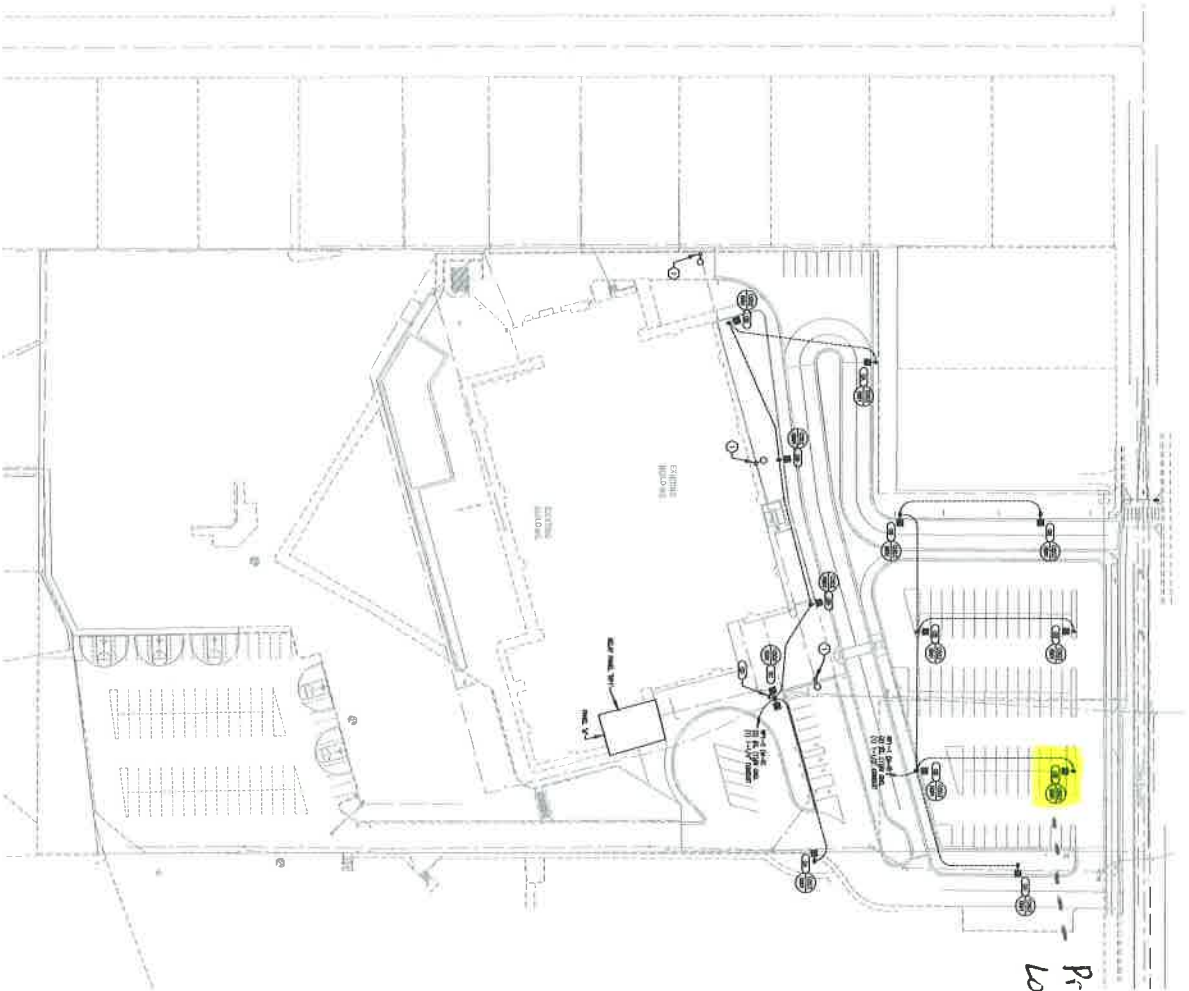
RIDGECREST ELEMENTARY

INT/ILLUM DOUBLE FACE MONUMENT DISPLAY W/ MESSAGE CENTER
MANUF. & INSTALL 1 EACH INT/ILLUM D/F MONUMENT DISPLAY
W/ RGB MESSAGE CENTER
CABINETS TO BE PAINTED BLACK
SCHOOL ID CABINET TO HAVE WHITE LEXAN FACES.
GRAPHICS TO BE DIGITALLY PRINTED ON FIRST SURFACE W/
UV PROTECTIVE VINYL OVERLAY
INT/ILLUM W/ WHITE L.E.D. LIGHTING.
MESSAGE CENTER TO BE A 16 MM RGB W/ A MATRIX OF 80 X 160.
M/C CABINET TO HAVE PERFORATED ALUMINUM ENDS FOR VENTILATION.
REVEALS TO BE PAINTED BLUE.
BASE TO BE PAINTED WHITE STUCCO.
PLACE BOLLARDS ON EACH SIDE FOR SIGN PROTECTION (4 EACH TOTAL).
INSTALL W/ DIRECT BURIAL EMBEDMENT IN PLACE OF REMOVED LIGHT POLE.



NEW DISPLAY TO GO IN PLACE OF EXISTING LIGHT POLE SCALE: 1/8" = 1'-0"





Proposed Waigye
Location

SHEET KEYNOTES

- 1. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF DENVER, COLORADO, 2012 EDITION.
- 2. PROJECT TYPE: NEW TO EXISTING OR NEW TO EXISTING.



W. J. MORTON
ELECTRICAL ENGINEER
10000



W. J. MORTON
ELECTRICAL ENGINEER
10000



The Canyon School District
Board of Education
Site Upgrade for
Ridgecrest
Elementary
School

Project Name	The Canyon School District Board of Education Site Upgrade for Ridgecrest Elementary School
Construction Documents	
Sheet Number	7157.010
Revision	1
Date	May 27, 2014

ELECTRICAL
SITE PLAN

E101

Ridgecrest Elementary

QST (Quality Systems Technology) 3' x 8' 16MM RGB LED. Through-hole pixel configuration RGB: 1 red, 1 green, 1 blue. Matrix 1' x 2' module, 40 pixels per module. Resolution 60 x 120, 21,600 pixels. Full color capability 281 trillion colors. Max. nits 11,000. View angle 140 degree. Serviceability front & rear.

Software: Novastar with time & temp probe, brightness scheduling control (with light sensor dimming & brightness software), programmable on/off feature (no photo cell or time clock required). Spare parts stocked locally, 4 hours software training, 2 year full parts and labor warranty, 5 year limited parts warranty.

EMC frame to be constructed from steel, painted MPC (Matthews Paint System).

All rivets counter sunk w/epoxy to be flush & painted to cover. Lower static cabinet to be aluminum constructed 1'-6" x 8'-0". Cabinet face to be 3/16" Lexan w/digital print on 3M vinyl w/3M UV laminate. Internal illumination to be LG L.E.D. lighting w/time clock to control illumination times.